# PRIVACY POLICY

#### 1. General Provisions

This Privacy Policy defines the principles of collecting, processing, and storing personal data of users of the website www.bayaderagroup.pl, owned by Bayadera Group Sp. z o.o.

The data controller is Bayadera Group Sp. z o.o., ul. Jana Dantyszka 18, 02-054 Warsaw, Poland, e-mail: biuro@bayaderagroup.pl.

Personal data are processed in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR) and applicable Polish law.

#### 2. Scope and Method of Personal Data Processing

The website www.bayaderagroup.pl does not require user registration or the creation of user accounts. The only place where a user may provide personal data is through the contact form.

The data provided in the form are used solely to respond to inquiries submitted by users. Through the form, a user may provide: name and surname (or company name), e-mail address, telephone number (optional), and message content.

#### 3. Data Collected Automatically

When using the website, technical data may be automatically collected, such as the device's IP address, browser type and version, operating system, date and time of visit, and visited subpages.

These data do not allow direct identification of the user and are used for technical, statistical, and analytical purposes (e.g. via Google Analytics).

#### 4. Cookies

The website uses cookies - small text files stored on the user's device.

Cookies are used to ensure the proper functioning of the website, improve the quality of the user experience, and perform anonymous traffic analysis (e.g. via Google Analytics).

The user may change browser settings at any time to block or delete cookies. Using the website without changing browser settings means that the user consents to the use of cookies.

### 5. Purposes and Legal Basis for Data Processing

Personal data are processed for the following purposes: responding to inquiries submitted via the contact form, analyzing website traffic, improving its functionality, and fulfilling the legal obligations of the Data Controller.

The legal basis for data processing is Article 6(1)(f) GDPR (legitimate interest of the Controller) and Article 6(1)(a) GDPR (user consent, if provided).

### 6. Data Retention Period

Data provided via the contact form are stored for the time necessary to process the inquiry or until the user withdraws consent.

Technical and statistical data (e.g. cookies) are stored for the period specified in the privacy policies of the relevant service providers (e.g. Google).

# 7. User Rights

In accordance with the GDPR, users have the right to: access their personal data, request

rectification, deletion, or restriction of processing, withdraw consent (if previously granted), object to data processing, and lodge a complaint with the President of the Personal Data Protection Office (UODO).

As the website does not create user accounts and does not provide direct access to its database, the exercise of these rights is carried out by contacting the Data Controller at: biuro@bayaderagroup.pl.

#### 8. Data Recipients

Personal data may be shared with hosting and technical support providers, analytical tool providers (e.g. Google), and public authorities – only in cases required by law.

Personal data are not shared with third parties for marketing or commercial purposes.

## 9. Data Security

The Data Controller applies appropriate technical and organizational measures to protect personal data from unauthorized access, loss, or disclosure. Data are processed only by authorized persons who are bound by confidentiality obligations.

### 10. Amendments to the Privacy Policy

The Data Controller reserves the right to update this Privacy Policy. The current version of the document is always available on the website www.bayaderagroup.pl.